

# City of College Station, Texas

## Proposed Budget for Fiscal Year 2007

October 1, 2006 to September 30, 2007

Principal City Officials, July 2006

### ***Elected Officials***

Mayor..... Ron Silvia  
Council Members..... John Happ, Mayor Pro Tem  
Ben White, Place 1  
Ron Gay, Place 3  
Lynn McIlhaney, Place 4  
Chris Scotti, Place 5  
Dave Ruesink, Place 6

### ***City Administration***

City Manager ..... Glenn Brown  
Assistant City Manager..... Vacant  
Assistant City Manager..... Vacant  
Chief Financial Officer ..... Jeff Kersten  
Director of Water Services Department..... John C. Woody  
Director of Electric Utility ..... David Massey  
Chief of Police ..... Michael Clancey  
Chief of Fire..... Robert B. Alley  
Director of Public Works ..... Mark Smith  
Director of Parks and Recreation..... Stephen C. Beachy  
Director of Planning and Development Services..... Vacant  
Director of Information Services ..... Olivia Burnside  
Director of Public Communications and Marketing..... Rebecca Nugent  
Director of Human Resources..... Julie O'Connell  
Director of Economic Development/Community Development ..... Vacant  
City Attorney ..... Harvey Cargill, Jr.  
City Secretary ..... Connie L. Hooks  
Internal Auditor..... Vacant



August 7, 2006

Honorable Mayor and City Council:

In accordance with the City Charter, I am pleased to present the City of College Station Proposed Fiscal Year (FY) 2006-2007 Annual Budget totaling \$227,750,518 for all funds. Of this amount, \$162,556,003 is proposed for the operations and maintenance budget, and \$65,194,515 is proposed for capital projects. The capital projects appropriations are for the many infrastructure projects either underway or planned to be underway in 2006-2007.

## **Budget Goal**

The key goal in the preparation of the FY 2006-2007 budget is to provide excellence in customer service at a reasonable cost. Below, some of the key items from the FY 2006-2007 budget are outlined. They are separated into the Council defined Vision Statements of: Core Services, Parks and Leisure Services, Planning and Development, and Economic Development. The City Council has spent time determining the top priorities for next year and some of these key priorities are outlined. A detailed explanation of resources allocated can be found in the Executive Summary and Budget Overview of the budget document.

### ***Core Services***

Core services are police, fire, and emergency management; streets, traffic and drainage; and public utilities, including electric, water, wastewater and sanitation. Core services also include the capital projects for each of these areas. The FY07 proposed budget includes resources for six new police officers and three full-time Firefighter/Paramedics. Additional funds are proposed in the General Fund Public Works budget that will allow the City to continue to maintain streets at current levels. All of the additions mentioned are funds required to cover the increasing cost of maintaining core services. As the City continues to grow, facilities are added and capital projects are completed; more resources will be needed to maintain City services.

### ***Parks and Leisure Services***

The FY07 proposed budget includes funds for the ongoing operations of the Parks and Recreation department. Additional funding is included in the Parks and Recreation proposed budget for the operations and maintenance of Phase II of Veterans Park. Additional resources will also be needed in FY08 to fund operations and maintenance costs for Veterans Park as more of the facility comes on line. As new parks are developed, additional resources will be necessary to operate and maintain an integrated system of parks and greenways.

### ***Planning and Development***

The Planning and Development Services department has additional resources included in the proposed budget to manage growth the City of College Station has experienced over the last several years. Funds are included in the proposed budget for Phase II of the Comprehensive Plan update. This is also one of the top priorities identified by the City Council through the strategic planning process. Funds are also included in the proposed budget for an additional Assistant Director of Planning and Development Services to focus on long range planning. This was also a priority identified by the City Council.

### ***Economic Development***

To encourage further economic development in the City, resources for Economic Development initiatives are included in the budget such as the capital resources necessary to continue with a Hotel/Conference Center. Funds are included to conduct an Economic Development plan in conjunction with the Comprehensive Plan update. Funds are also included in the budget for many capital improvement projects that will help development in and around the City. Continuing to move forward with the development of a new convention center in College Station is also one of the key priorities for next year.

## Key Decision Points

The proposed budget has a number of key decisions the City Council will be considering as the budget is reviewed:

**Property Tax Rate:** The proposed budget is based on the current tax rate of 43.94 cents per \$100 assessed valuation. The current tax rate provides the necessary resources to fund the FY07 proposed budget. Further information regarding the tax rate will be presented during the budget review process.

**Utility Rates and User Fees:** The proposed budget includes a Water revenue increase of 8% and a 7% Wastewater revenue increase. Also included is a 12% rate increase in the Electric Fund. These rate increases are needed to meet the operating, capital and debt service coverage requirements in these utility funds; and to ensure high quality service is provided as the community continues to grow. A residential and commercial sanitation rate increase of 8% is also included. This increase is necessary to cover increased tipping fees and to maintain residential and commercial sanitation service levels.

**Maintain Core Services:** As the community grows and City services expand, there are more needs than resources available. This has been a challenging budget season and we have been challenged with maintaining core services with limited resources. Many of the service level adjustments in the proposed budget are adjustments necessary to cover the operating and maintenance costs associated with capital projects. They are also necessary to maintain existing service levels as costs continue to increase. As the City continues to grow, increasing amounts of resources will be needed to maintain core services.

## Conclusion

The Budget is an interconnected document with many factors influencing each proposal. Any decision changes in one area may effect changes to another area. The City Council will be considering several different scenarios during the FY07 budget review process. Decisions made by Council may impact service level adjustments or other parts of the proposed budget. As always, the budget is a work in progress and should ultimately reflect the direction the City Council wishes to move the City.

Developing the budget is a team effort that requires the participation of the Citizens, City Council, and City staff. We look forward to reviewing the proposed budget with the City Council in the weeks ahead through the budget workshops. The public hearing on the proposed budget is scheduled for August 24<sup>th</sup>, and adoption of the budget is scheduled for September 14<sup>th</sup>. We will be ready to answer any questions the City Council may have, and look forward to the City Council adopting a fiscal year 2006-2007 budget that reflects the goals and direction of the Council.

In closing, I would like to thank Jeff Kersten, Bryan Guinn, Courtney Kennedy, Susan Manna, and Nikki Williams in the Finance Department and the Office of Budget and Strategic Planning for the hard work and long hours they have put into this process. I would also like to thank the Management Team and other City employees that worked on the budget. Thanks also to the City Council for providing the leadership and direction to make the decisions that will move College Station forward in the next year and in the years to come.

Sincerely,



for Glenn Brown  
City Manager

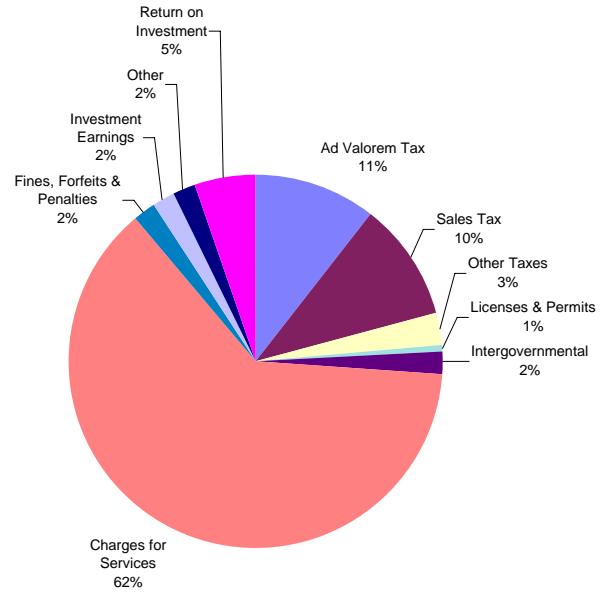
# City of College Station, Texas

## Summary of Revenues and Expenditures

### REVENUES:

Ad Valorem Tax	18,482,000
Sales Tax	17,509,000
Other Taxes	5,073,000
Licenses & Permits	1,040,000
Intergovernmental	3,352,797
Charges for Services	108,395,500
Fines, Forfeits & Penalties	3,713,700
Investment Earnings	3,101,286
Other	3,535,900
Return on Investment	9,027,120
<b>Total Revenues</b>	<b>173,230,303</b>

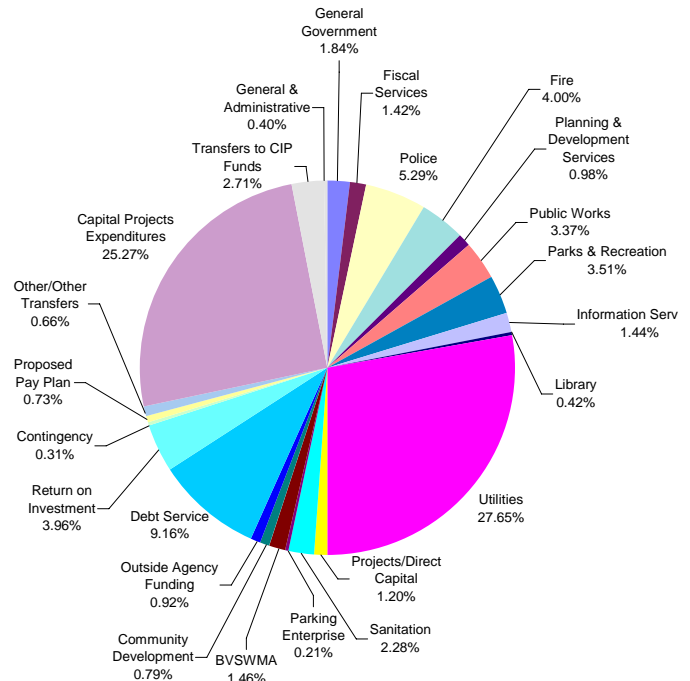
### Total Net Revenues: \$173,230,303



### EXPENDITURES:

General Government	4,188,369
Fiscal Services	3,240,226
Police	12,043,001
Fire	9,111,458
Planning & Development Services	2,231,501
Public Works	7,678,824
Parks & Recreation	7,998,901
Information Services	3,268,634
Library	950,604
Utilities	62,976,251
Projects/Direct Capital	2,734,560
Sanitation	5,200,196
Parking Enterprise	476,146
BVSWMA	3,330,172
Community Development	1,803,649
Outside Agency Funding	2,105,207
Debt Service	20,873,185
Return on Investment	9,027,120
Contingency	715,000
Proposed Pay Plan	1,656,217
Other/Other Transfers	1,501,692
G&A	(554,910)
<b>Subtotal of O&amp;M Expenditures</b>	<b>162,556,003</b>
CIP General & Admin Transfers	1,475,887
Capital Projects Expenditures	57,551,628
<b>Subtotal CIP &amp; CIP G&amp;A</b>	<b>59,027,515</b>
<b>Subtotal of G&amp;A and CIP Expenditures</b>	<b>59,027,515</b>
<b>Transfers to CIP Funds</b>	<b>6,167,000</b>
<b>Total Expenditures</b>	<b>\$ 227,750,518</b>

### Total Net Expenditures: \$227,750,518



## Budget Overview

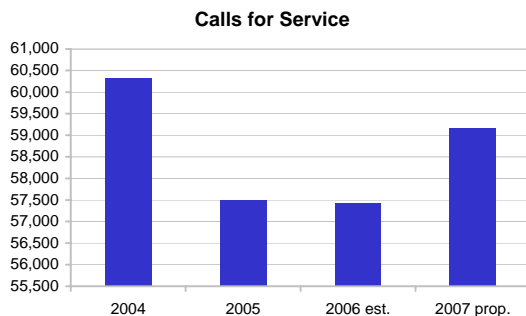
*The text below focuses on the various City departments and functions provided by each department. Proposed changes are discussed and basic functions of City departments are identified.*

### Governmental Funds

#### Police Department

**\$12,043,001**

The Police Department provides a number of services that help to keep the community safe. Services provided include: 1) police patrol with certified police officers who are assigned to specific areas of the city and who are equipped with police vehicles and all necessary equipment; 2) criminal investigation for the investigation of reported crimes; 3) animal control; 4) communications support for officers on the street and short term jail/detention facilities that reduce the processing time of arrests; and 5) a professional standards division that serves a support and training function for the Department.



*The above graph illustrates an increase in calls for service. A “Call for Service” is defined as any event or situation, reported by a citizen that requires a response from the Police Department.*

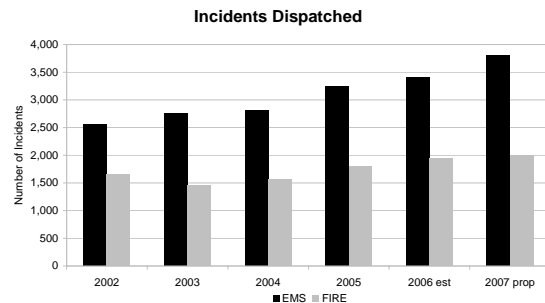
One service level adjustment (SLA) totaling \$401,664 has been proposed for the FY07 Police Department operating budget. This SLA is for the addition of six police officers to the Patrol Division. It is proposed that these positions be phased-in over the course of the fiscal year in order to reduce the initial financial impact of the request.

#### Fire Department

**\$9,111,458**

The Fire Department provides services to College Station, City of Bryan—through an automatic aid program—and to rural areas around College Station through mutual aid agreements. The Fire Department operates out of four stations located throughout the City. Fire Station 5 is scheduled to open in the near future.

The basic services provided by the Fire Department include: 1) fire response; 2) emergency medical response; 3) fire prevention services, including commercial fire safety inspections and fire prevention training at local schools and various functions; 4) code enforcement activities performed by the community enhancement action center; and 5) hazardous material response.



*The above graph illustrates incidents responded to by the Fire Department over the last three years.*

There are four service level adjustments totaling \$273,244 proposed for FY07. The first SLA, totaling \$147,363, is to hire three firefighter/paramedics in June 2007. In FY06, the department proposed a multi-year program to hire 15 firefighter/paramedics over several fiscal years to reinstate a dedicated ladder truck company. The ladder truck was purchased in FY05 and delivered in FY06. Phase 1 of the program funded five firefighter/paramedics and was approved in the FY06 budget. Phase 2, planned for FY07, will provide funds for three firefighter/paramedics, promotions for three lieutenants, and three apparatus operators (drivers). To mitigate the financial impact on the budget, it is proposed that the new personnel and promotions occur in June 2007.

The remaining three SLAs are in the Emergency Management division. The first SLA totals \$25,112 and provides funds for training staff. The SLA also provides funds to purchase additional equipment for the Emergency Operations Center so that the facility can be used as a joint EOC with Brazos County, City of Bryan, and Texas A&M University. The second SLA provides \$80,000 for a Continuity of Operations

plan to prepare disaster mitigation plans for all City departments.

The \$20,769 requested via the third SLA will cover the portion of salary and benefits of the staff assistant currently funded by Community Development. In January 2006, Council appropriated funds from the General Fund so that one half of the cost for the full-time staff assistant in Community Development could be shared with Emergency Management. With the proposed plan to implement a community EOC, a full-time staff assistant will be needed in Emergency Management. Brazos County, City of Bryan, and TAMU have all agreed to share the cost of the position, so the annualized cost of this position to the City will be \$10,385.

## **Public Works** **\$7,678,824**

The Public Works Department maintains streets, drainage and greenways, and the City's traffic control system. It is also responsible for refuse collection, capital project engineering and construction, as well as fleet and facilities maintenance. The department also oversees the Brazos Valley Solid Waste Management Agency.

The **Facilities Maintenance Division** provides support services to City departments through the maintenance of City facilities. This entails all City buildings including heating, ventilation and cooling systems. Additionally, Facilities Maintenance performs some minor building construction and remodeling activities. The Division also supervises facility repair fund use to ensure that facilities and equipment are repaired and replaced in a timely manner.

The **Street Division** of the Public Works Department strives to ensure that the street system within the City of College Station is properly maintained. This is done through a number of programs, including a street rehabilitation program that addresses street repair before more expensive reconstruction measures are needed. The Streets Division also coordinates with the Engineering Division to plan and develop major street capital projects that involve rebuilding roadways that need upgrades.

The Street Division provides routine pothole patching and other maintenance services. The effectiveness of this service is measured by determining whether 95% of the streets in the City have a grade of "C" or better, using the Pavement Management System.

The Streets FY07 Proposed Budget includes two service level adjustments totaling \$414,135. \$205,000 is proposed to fund overlays and rehabilitations for thoroughfares within the City. The other SLA proposed is \$209,135 to cover the increased cost of street maintenance materials.

**Drainage** issues have been critical in the last several years in College Station. Drainage issues impact health and public safety, as well as transportation and mobility. Drainage service levels provide a drainage maintenance program that keeps the storm carrying capacity of the system adequate in College Station. Right of way mowing and creek cleaning are the primary ways this service is provided.

There are two proposed SLAs in the **Drainage Division** of Public Works. The first service level adjustment is for \$93,000 for a small tracked front-end loader with a multi-terrain skid steer. The other SLA is for \$25,000 for a plan sized scanner / copier.

The **traffic signal and sign system** in College Station serves as an integral traffic flow control mechanism throughout the City. The system is critical during peak traffic times, such as during Texas A&M football season. The Traffic Signal Division is responsible for maintaining and repairing traffic signals and school warning devices in order to provide safe and efficient movement of vehicles and pedestrians.

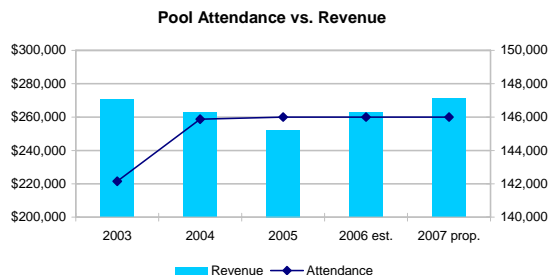
The Department of Public Works **Engineering Division** is responsible for the administration of the City's capital improvement plan. This includes the building of projects approved as part of bond elections such as streets, fire stations, libraries, and others. Capital projects for the public utilities, such as electric, water, wastewater, and drainage projects are also included.

The Public Works **Fleet Services Division** manages the vehicle and equipment fleet. They also perform preventive maintenance and vehicle repair. The City of College Station maintains a fleet of vehicles and heavy equipment to provide services to the citizens of College Station. Nearly every City department depends on having a reliable fleet to provide service. Some of these services include Police and Fire response, Solid Waste Collection, Public Utilities, Building Inspection, and Parks. Fleet Services has one proposed SLA for \$5,500 to fund software and technology upgrades at the Public Utilities Fleet Satellite Shop.

## Parks & Recreation

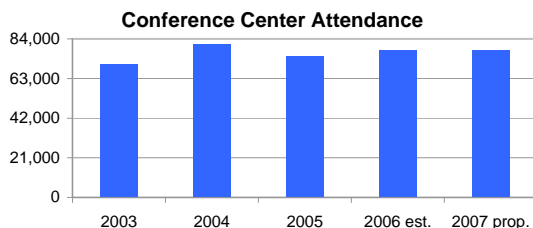
**\$7,998,901**

The Parks and Recreation Department is responsible for College Station park facilities and recreation programs. Among the services provided are athletics, recreation and instruction programs for youth and adults. Also provided are programs and special events at the Wolf Pen Creek Amphitheater and other park locations throughout the City. The Parks Department operates a number of special facilities including three City-owned swimming pools and the CSISD natatorium.



*The above graph illustrates the revenue generated by the pools and the leveling off of attendance due to facility capacity limitations.*

The Conference Center is operated to provide meeting space for various groups and organizations. The Lincoln Center is a community center that provides positive programming and serves as a satellite center for social services. The Xtra Education program provides citizens of all ages the opportunity to enhance their quality of life through various continuing education programs.



*The preceding graph illustrates the number of Conference Center customers from 2003 to 2007 (proposed).*

There are six service level adjustments (SLAs) proposed in the Parks and Recreation FY07 budget. The total amount of proposed SLAs is \$537,098. The major, inter-division SLA in Parks is \$274,861 to fund Phase II of Veterans Park operations and maintenance.

The **Parks Special Facilities Division** is responsible for the Lincoln Center, Conference Center, and all Pool facilities. Also, beginning in 2007, Special Facilities will oversee the Larry Ringer Library facility.

The **Parks Recreation Division** has three SLAs in the proposed budget. The first SLA is for \$62,800 for State and National Athletic Events. The second is for \$11,663 to fund Athletic League improvements. A third SLA is for \$6,992 to fund the supervision of the lunch nutrition program at the Lincoln Center. This SLA will be reimbursed by a grant from the Brazos Valley Area Agency on Aging. Finally, \$180,782 is proposed to fund Concession operations. It is anticipated that all costs for Concessions will be recouped via revenues from the operation.

The **Parks Operations Division** maintains park facilities through regular mowing and maintenance projects.

The **Forestry Division**, through horticultural and landscaping efforts, ensures that City property is maintained in an aesthetically pleasing manner. The City Cemetery is included in the property maintained by the Forestry Division.

## Larry J. Ringer Library

**\$950,604**

Beginning in 2007, the Larry J. Ringer Library will be overseen by the City's Parks and Recreation Department. The City of Bryan provides staffing and the City of College Station provides operational funding. The proposed operating budget for the Library in FY07 is \$950,604.

## Planning and

## Development Services

**\$2,231,501**

The Planning and Development Services Department provides oversight for new development in the City. Planning and Development Services works to reinforce compliance with zoning, subdivision, drainage and other ordinances. This ensures development in a manner consistent with policies established by the City Council. This process includes planning and construction functions as well as development coordination activities. The Fire Department and the Public Utilities Department are also involved in the planning and development process. In FY06, as part of a city reorganization plan, Neighborhood Services and Historic Programs were moved to the Information Services department.

Planning and Development Services has four proposed service level adjustments (SLAs) for FY07

in the amount of \$304,827. The first proposed SLA requests funding in the amount of \$193,935 for Phase II of the Comprehensive Plan update. The second proposed SLA for \$40,000 will provide funds for Annexation work, including research and advertising. The third SLA is for \$55,892 to fund a second Assistant Director position for Planning and Development Services. Finally, the last SLA is for \$15,000 to jointly fund a Transportation Modeler position with the Bryan-College Station Metropolitan Planning Organization (MPO).

## **Information Services \$3,268,634**

Information Services implements and maintains the technology and computer based information systems used by all City Departments. It is also responsible for franchising, the City's print shop, and the City mail system.

The Information Services Administration division oversees the other areas of the Department as well as manages the franchise agreements that the City has with telecommunication, cable, electric, water, and natural gas providers in the City.

The Information Technology division includes Management Information Services (MIS), Geographic Information Services (GIS), E-Government, and Communications Services. With the exception of Communications Services, these services are provided from General Fund revenues. The MIS division implements and supports computing platforms and applications for all City Departments, including Computer Aided Dispatch (911) for Public Safety and connectivity to the Internet. The GIS division is responsible for the coordination of all geographic data and its presentation to the public. The E-Government division is responsible for the City's website, interactive processes with citizens and the Intranet.

In FY06, a comprehensive city-wide reorganization occurred. As a result, the Community Programs, Neighborhood Services, and Historic Programs were added to the Information Services Department. Additionally, oversight of the Library was transferred from Information Services to the Parks and Recreation Department. Finally, oversight of Utility Customer Services was transferred from Information Services to Fiscal Services.

The Information Services General Fund divisions have five proposed SLAs in the amount of \$142,448. Three of the SLAs are for maintenance agreements for software that will be utilized by a variety of

departments throughout the City. The maintenance SLAs total \$33,790. An SLA in the amount of \$40,000 is proposed to fund the replacement of the City's existing firewall. The last SLA proposes adding a system analyst position to handle the increased work load in the MIS division.

## **Fiscal Services \$3,240,226**

The Fiscal Services Department provides Fiscal Administration, Accounting, Purchasing, and Budgeting services to the City. It also oversees the operations of Municipal Court and Utility Customer Service. The oversight of Utility Customer Service Fund was added to Fiscal Services, while the Risk Management function was transferred to the Human Resources division as part of the comprehensive city-wide reorganization that occurred in FY06.

**Fiscal Services Administration** handles cash and debt issues for the City while ensuring all funds are invested prudently. The **Accounting and Purchasing Divisions** work closely together to ensure that purchases are made and recorded according to guidelines. **Municipal Court** collects fines and fees for the City. The **Office of Budget and Strategic Planning** prepares, monitors, and reviews the annual budget. The office also coordinates the City's strategic planning process, which is closely tied to the City's budget. In addition, the Office of Budget and Strategic Planning provides management and organization review services to City departments.

The Fiscal Services Department has two SLAs totaling \$45,521. The first SLA totals \$5,000 and will offset the payment increase for ad valorem services paid to the Brazos County Appraisal District as a result of changes to the way the state finances education. The second SLA, totaling \$40,521, is for a Juvenile Case Manager position that will be funded by the Juvenile Case Manager Fee Fund.

## **General Government \$4,188,369**

The General Government Department includes many of the administrative functions of the City.

**The Mayor and Council Division** has been added to account for expenditures related to Council functions such as training. The funds were previously budgeted in the City Secretary Division and total \$52,660.

**The City Secretary Division** is responsible for elections, records management, City Council support and other activities. The proposed budget is \$367,751 and includes one SLA that will provide funds to offset cost increases associated with conducting



elections and placing statutorily required legal notices in the local paper.

The **City Manager Division** is responsible for the day to day operations of the City, making recommendations on current and future issues to the City Council, and providing short and long-term direction to the organization. The proposed budget is \$928,694. The increase in the division's budget over FY06 is a result of adding a second assistant city manager position, which was recommended as part of the comprehensive city-wide reorganization that occurred in FY06. Also recommended as part of the reorganization, was moving oversight of the Community Programs division from the City Manager division to the Information Services Department. One SLA is proposed in the amount of \$10,122 and will fund an internship in the City Manager's Office for a TAMU political science student.

The **Legal Division** provides legal services and support to City Council and City staff. Among the services provided by this office are legal advice, contract writing, and litigation. The proposed Legal Office budget is \$840,536. There is one SLA totaling \$53,653. The SLA will add a Legal Assistant position to handle additional workload that has been added as a result of increases in capital projects.

The **Economic Development Division** is responsible for coordinating economic development activities in College Station. The Economic Development FY07 proposed operating budget is \$222,552. The reduction in the budget is a result of using the funds for the assistant director position to fund the second assistant city manager that was recommended as part of the comprehensive city-wide reorganization that occurred in FY06.

The **Community Development Division** helps provide low cost housing and other public assistance through Community Development Block Grant funds from the federal government. These funds are used to assist low to moderate-income residents of College Station. Assistance is provided through housing services, public agency funding, public facility improvements, and economic development activities. The total Community Development FY07 proposed budget is \$558,477.

The **Public Communications & Marketing Division** provides timely and factual information through the media and directly to citizens. The total FY07 proposed budget is \$386,699 and includes one SLA to purchase Channel 19 studio editing hardware.

Funds to purchase the hardware will be provided by the Educational and Governmental Fee that the City collects as part of the franchise agreement with the cable television provider in the City.

Oversight of the **Emergency Management Division** was transferred to the Fire Department in FY06.

The **Human Resources Division** assists in recruiting, hiring, and retaining qualified candidates for City positions. The division provides employee training and administers the compensation and benefits program. The **Risk Management** function within HR seeks to ensure that the City's exposure to physical and financial losses is minimized through a number of programs addressing worker safety. The Risk Management function was added to Human Resources as part of the comprehensive city-wide reorganization that occurred in FY06. The proposed Human Resources budget for FY07 is \$831,000.

#### **Other Expenditures** **\$1,919,360**

There are a number of expenditures budgeted in the governmental funds that do not fall under the purview of any one department. The following is a list of miscellaneous expenditures within the governmental funds: \$310,000 for outside agency funding; \$1,251,809 for pay and benefits plan adjustments; and \$357,551 for contingency and other charges.

#### **Debt Service Fund** **\$12,277,235**

The Debt Service Fund is used to account for ad valorem taxes collected to pay for authorized general government debt. The debt service portion of the ad valorem tax will be recommended and adopted during the budget process. Based on the current forecast of the Debt Service Fund, it is anticipated that there is capacity for additional debt service beyond that which has been authorized.

#### **Parks Xtra Education Fund** **\$100,484**

The Parks Xtra Education Fund was established in FY96 and is a joint effort between the City of College Station and College Station Independent School District to provide community based education programs. The FY07 proposed Parks Xtra Education budget for program expenditures is \$95,755. \$4,729 is proposed for the Xtra Education portion of the General and Administrative (G&A) transfer to cover the cost of internal services such as Human Resources, Accounting, and Budget.

## **Economic Development Fund                      \$587,127**

The City created an Economic Development Fund to account for resources and expenditures directed at providing incentives for businesses and industries that are planning to locate in College Station. This is different from the funding provided to the Economic Development Corporation, which is included in the Electric Fund Budget. Resources set aside for economic development purposes will be transferred into this fund and remain in the fund until expended. The City has a number of potential and real prospects indicating a desire to locate in College Station. Resources in this fund will allow the City to meet these and future prospects. In FY07, \$587,127 will be available in this fund for economic development incentives and related expenditures.

## **Municipal Court Funds                              \$299,173**

The City is authorized by the State Legislature to collect fees on traffic tickets written by the City. There are four fees collected by Municipal Court: the Court Security fee; Court Technology fee; Efficiency Time Payment fee; and the Juvenile Case Manager fee.

The funds collected, along with existing fund balance from prior years, are proposed to be appropriated for security and technology projects at the Municipal Court, as well as to offset a portion of the cost associated with accepting credit cards at Municipal Court. Finally, a Juvenile Case Manager position is being proposed that will be funded by the Juvenile Case Manager fee.

## **Police Seizure Fund                                  \$20,000**

The Police Seizure fund accounts for revenues and expenditures related to property seized by College Station Police Department. Revenues are budgeted at \$10,500 for FY07 and expenditures at \$20,000.

## ***Enterprise Funds***

### **Electric Fund    \$68,928,205**

The Electric Division is responsible for providing cost efficient and reliable electric service to the citizens, businesses and institutions in College Station. Reliable electric service is necessary to ensure continued prosperity of the City.

### **Water Fund    \$12,478,918**

The City of College Station has the capacity to produce approximately 22 million gallons per day of potable water. The Water Division has developed high standards of reliability that assures customers'

needs are met with a water supply that meets or exceeds all federal and state mandated standards. As a City enterprise, the full cost of service for water production, transmission and distribution is recovered by charging customers for consumption on a per unit basis.

There are five proposed SLAs totaling \$118,300 in the Water Division proposed budget. The first SLA is for a Transmission and Distribution Flushing Program in the amount of \$35,000. This SLA will provide funds to develop a professionally engineered plan that would allow the Operators to manually flush the approximately 230 miles of water distribution system. The second SLA for \$3,500 is to purchase an Intellution Key for the Sandy Point Pump Station. This is a software decoding device that allows City network computers to access the water/wastewater SCADA system. The third SLA, for \$17,000, is being requested for 4 GIS Laptops. \$37,800 is requested to purchase a new service truck for the Water Distribution Division. The final SLA is for \$25,000 and is requested to purchase a portable Vibration Analyzer which will allow for in-depth analysis of vibration events to determine if they are the result of equipment failure.

## **Wastewater Fund                                      \$11,018,795**

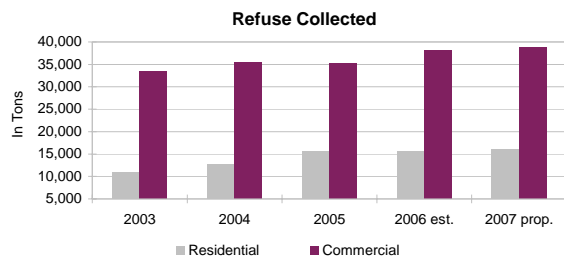
Effective sanitary sewer collection and treatment is essential to public health in an urban environment. Over the last several decades, standards have increased for this infrastructure. Past upgrades to the Carter Creek Wastewater Treatment Plant were directly related to changing standards. As the system continues to grow, additional capital is needed for line extensions. The existing system will have to be maintained with line replacements and plant enhancements and expansions. Wastewater services are provided as an enterprise function with service related fees paying for the cost of service.

The FY07 Proposed Budget includes \$133,368 for four SLAs in the Wastewater Division. The first SLA would provide funding in the amount of \$41,918 for one additional Wastewater Treatment Plant Operator. An additional \$26,450 is requested for the purchase of a lift station small pick-up truck. This truck will be used to inspect and operate six existing lift stations and potential future lift stations. A third SLA totaling \$48,000 would fund one new maintenance service truck in the Wastewater Treatment Division. The final SLA, for \$17,000, is proposed for the purchase of network test equipment and an analyzer. This equipment will aid in the trouble shooting of the communications of the SCADA system.

## Sanitation Fund

**\$6,357,812**

The Sanitation Division of Public Works provides services that meet the City's solid waste collection needs. These include providing residential containers, curbside recycling, brush and grass clipping collection, street sweeping and the removal of waste that can be disposed of in the landfill or through composting. Commercial services are also provided to local businesses. Commercial service offers collection in small and large receptacles, and is loaded with side mounted automated collection equipment. Customers with greater volumes have the option of using roll-off containers that are serviced by front load collection equipment.



*The above graph illustrates volumes, in tons, of refuse collected and disposed of by the Sanitation Division, since FY03.*

Two service level adjustments are included in the Sanitation proposed budget for FY07. The first SLA is for \$140,000 to purchase a Knuckle-Boom brush truck. The second SLA is for \$52,520 to cover the contractual increase of a container lease agreement with Texas Commercial Waste. The Sanitation proposed budget also includes the FY07 Outside Agency requested funding from Keep Brazos Beautiful as well as the proposed pay plan adjustments.

## Parking Enterprise Fund

**\$522,431**

The Parking Enterprise Fund accounts for parking operations in the City. This includes the parking lot, parking garage, and on street parking. The proposed budget for FY07 is \$522,431.

## Brazos Valley Solid Waste Management Agency (BVSWM)

**\$7,059,454**

BVSWM is a cooperative arrangement between the Cities of College Station and Bryan to provide solid waste disposal service. BVSWM is responsible for running the landfill, developing and implementing alternative disposal programs for waste that cannot be placed into the current landfill site, and providing for long-term disposal for the two cities and other customers of the agency.

The proposed expenditures include one service level adjustments in the amount of \$6,875. The requested SLA is to fund the replacement upgrade of a 1997 ½ ton gas truck to a diesel vehicle. This is part of the overall effort to convert all BVSWM vehicles to diesel prior to moving to the Grimes County landfill. Also included is \$2,424,636 for capital related expenses.

## Special Revenue Funds

The City uses a number of other funds to account for various types of activities and programs that do not strictly fall under one of the operating departments.

## Hotel Tax Fund

**\$3,464,497**

The City receives a tax of 7% on room rental rates from persons staying in hotels or motels within the City. The City's use of taxes received from this source is limited by state statutes to support of tourism and have a number of other allowable uses specified in the law.

As part of the budget process, City Council will be considering funding for organizations out of the Hotel Tax Fund. In the past, the Convention and Visitors Bureau, Arts Council of Brazos Valley, and George Bush Presidential Library have been funded out of the Hotel Tax Fund.

Total anticipated revenues in the fund are \$2,901,000; anticipated expenditures total \$3,464,497. The proposed FY07 budget includes \$1,914,497 for City Operations, including Wolf Pen Creek Operations and other Parks programs and events that are eligible for Hotel Tax Funds. \$1.7 million is included for costs associated with the proposed Hotel Conference Center.

## Community Development Fund

**\$3,377,176**

The Community Development division administers grant funds received from the federal government. Total proposed expenditures in FY07 total \$3,377,176.

## Wolf Pen Creek TIF

**\$3,008,775**

This district generates revenues that must be utilized within the Wolf Pen Creek District. The budget funding is targeted for future Wolf Pen Creek projects. Of the total proposed amount, \$1,930,000 is earmarked for capital improvements. A significant project budgeted in FY07 is the WPC Amphitheater additions. \$850,000 is proposed for the addition of an office, performer dressing rooms, storage, ticket booth and concession area for the amphitheater. An

additional \$1,080,000 is proposed for water feature projects designed to help increase development in the district.

### **Cemetery Perpetual Care Fund**

This fund accounts for the sale of cemetery lots and other revenues that are collected through the College Station cemetery. The fund also accounts for expenditures on projects that take place in the cemetery. There are no expenditures anticipated in this fund in FY07.

### **Internal Service Funds**

The City has established several internal service funds for areas where goods and services are provided to City departments on a cost-reimbursement basis. The Internal Service Funds include the Insurance Funds, the Equipment Replacement Fund, the Utility Customer Service Fund, Fleet Maintenance Fund, Print/Mail Fund and Communications Fund. Each of these funds receives revenues from City departments to which services are provided. Base budget revenues for the funds reflect the above policies. In the Print/Mail Fund, revenues are transferred as the division completes jobs and bills the expenses back to the division for which services were provided. All other Internal Service funds have revenues transferred from departmental budgets on a monthly basis to ensure that funds are available to fund related expenses.

### **Insurance Funds**

The City of College Station has four funds for insurance purposes. Of the four funds, the property casualty and employee benefits funds are self-funded.

### **Property Casualty Fund \$848,076**

The property casualty fund ensures that the City can adequately cover potential property and liability losses. The FY07 proposed revenues for the Property Casualty fund are \$893,800. Proposed expenditures total \$848,076.

### **Employee Benefits Fund \$5,343,911**

The employee benefits fund is self-funded and provides medical coverage to covered City employees. Proposed revenues for the employee benefits fund total \$5,613,543 for FY07, and proposed expenditures total \$5,343,911.

### **Workers Compensation Fund \$743,031**

The workers compensation fund provides coverage against losses sustained through on the job injuries to

employees. The FY07 proposed revenues for the Workers Compensation fund are \$863,794; proposed expenditures total \$743,031.

### **Unemployment Fund \$35,000**

Revenues in the unemployment fund are estimated to be \$32,486. Expenditures in this fund are expected to be \$35,000.

### **Equipment Replacement Fund \$7,485,109**

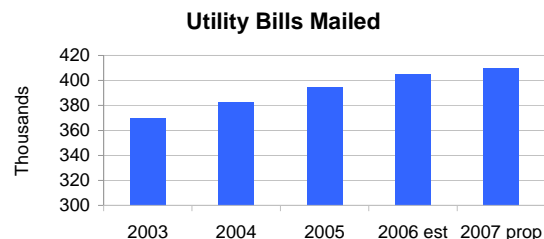
The City has a fund that serves to accumulate resources for the replacement of vehicles and large motorized equipment, the telephone and radio systems, to provide replacement assets for the existing major technological infrastructure, and the replacement of copiers.

Base budget revenues for the fund reflect the above policies. The revenues are transferred from departmental budgets on a monthly basis to ensure that sufficient funds will be available to fund expenses related to the specific functions. The proposed FY07 total revenues are \$4,204,020; the total expenditures are proposed to be \$7,485,109.

### **Utility Customer Service Fund \$2,548,155**

The Utility Customer Service Division is the primary interface with the City's utility customers. Responsibilities include setting up customer accounts, connecting and disconnecting utility services, reading meters, billing and collecting utility customer accounts and addressing customer concerns. In FY06, oversight of the division was transferred to the Fiscal Services Department from the Information Services Department as part of the comprehensive city-wide reorganization.

The division has two proposed SLAs totaling \$27,000. The first SLA totals \$7,000 and provides additional funds for overtime in the Meter Services division as a result of increased workloads. The second SLA totals \$20,000, and will result in the outsourcing of utility bills and late notices.



## **Fleet Maintenance Fund** **\$1,697,130**

In FY07, revenues in the Fleet Fund are projected to be \$1,725,400. The FY07 proposed expenditures are \$1,697,130. One service level adjustment has been proposed for Fleet totaling \$5,500 for technical equipment at the Fleet Satellite Shop at Utilities.

## **Print Mail Fund** **\$491,563**

The Print Mail Division is responsible for providing printing, copying, banner and sign making, vehicle decal creation and placement and mail services to City Departments. The total proposed revenues for FY07 are \$484,350. The proposed expenditures for FY07 total \$491,563. This includes one SLA totaling \$25,180 to purchase a new postage metering machine.

## **Communications Fund** **\$823,954**

The Communications Division is responsible for the implementation and maintenance of the network infrastructure, telephone, voice radio, data radio (mobile data) and paging systems and any other system requiring connectivity for communications. Revenues in this fund are projected to be \$813,535 in FY07. Proposed expenditures in FY07 total \$823,954. There are two SLAs totaling \$13,475. The first SLA totals \$8,000 and covers additional costs associated with the City's phone maintenance contract. The second SLA totals \$5,475 for on-call pay.

## **Capital Projects Funds**

The City has a number of capital project funds. General obligation bonds form the basic resource for general government projects such as streets, parks, traffic, public facilities and other such needs. However, the City has several other resources that may be used to supplement those resources and help to hold down the ad valorem taxes necessary to pay for general obligation bonds.

In addition to the general government projects, the City has bond funds for each of the utilities operated by the City. For FY07 it is proposed that operating funds from both the Water and Wastewater Funds in the amount of \$3,500,000 be used to fund capital projects in lieu of the issuance of additional debt.

Other resources to fund capital projects include the Wolf Pen Creek Tax Increment Financing District, the Drainage Utility and Parkland Dedication Funds. Each provides resources that will be used to complete a number of projects over the next five years. Community Development funds will also be used to

fund certain street projects in eligible areas and park projects in the Tarrow Park and Lincoln Center area.

## **General Government Capital Projects**

The following is a brief summary of some of the key general government projects scheduled for FY07.

### **Street Capital Projects** **\$9,035,402**

#### **Street Rehabilitation Projects**

In FY07, \$2,831,751 is proposed for rehabilitation to streets in the Southside area. This is a multi-year effort to rehabilitate the infrastructure in older parts of College Station. Additionally, \$2,591,466 is proposed for improvements in the Northgate area, which includes funds for phase II of the Church Street rehabilitation project and for rehabilitation efforts on Tauber and Stasney.

#### **Street Extension Projects**

\$9,755,639 is the proposed expenditure in the FY07 for various street extensions and widening projects. This includes \$724,003 for the construction of Phase II of Jones Butler Road South. \$3,576,009 is proposed for the construction of the Arrington/Decatur Street extension. In addition, \$540,000 is proposed for oversize participation efforts throughout the City as authorized in the 2003 bond election. \$2,413,043 is projected in FY07 for phase II of the extension of Dartmouth Drive and \$367,398 is projected for the Rock Prairie Road Widening project. Additionally, \$439,084 is projected for the Corsair Street extension project and \$646,102 for improvements on Barron Road.

#### **Street TxDOT Projects**

Working in cooperation with the Texas Department of Transportation, in FY07, the City expects to spend \$341,910 on Texas Avenue Streetscaping. An additional \$341,909 is projected for FY08. It is anticipated that the landscaping will be completed in conjunction with the completion of the phases of the widening project.

#### **Traffic Projects**

In FY07, funds have been proposed for traffic signal enhancements including new traffic signal projects. New signals are being constructed at the intersections of Harvey Mitchell Parkway and Luther, Harvey Mitchell Parkway and Holleman, and Harvey Mitchell Parkway and Welsh. Funds for safety improvements to the traffic system and for traffic system communications are also proposed for FY07.

### **Sidewalks and Trails Projects**

The City of College Station has worked over the years to ensure adequate transportation infrastructure for pedestrians and bicyclists. The City has an adopted sidewalk and bike loop plan. In FY07, \$100,000 is proposed for new sidewalk projects throughout the City. In addition, \$230,000 is proposed for hike and bike trails and \$318,202 is proposed for the completion of the bike loop.

### **Parks Capital Projects** **\$1,724,057**

In FY07, construction on the second phase of Veterans Park will continue. It is projected that \$4,025,400 will be spent in FY07 to complete this project. Other parks projects for which funding has been proposed in FY07 include the development of University Park and the construction of a new forestry shop. Funds have also been proposed for the Woodland Hills Park development. Funds for the design of a new bath house at Adamson Pool have also been proposed. In addition, Community Development Block Grant funds in the amount of \$667,000 have been included for eligible projects.

### **Parkland Dedication Capital Projects** **\$1,087,541**

Parkland dedication funds can be used for projects that are in neighborhood parks located within the various park zones. These funds come from a dedication required as new development occurs in College Station. In FY07, \$1,087,541 has been budgeted for projects that are anticipated will be completed in the various park zones.

### **General Government & Capital Equipment Capital Projects** **\$7,559,230**

General government and capital equipment projects are planned assets that have value to more than one specific area of City operations. The two main divisions within this category are public facilities and technology projects.

In FY07, it is proposed that \$7,308,302 will be spent on public facilities. Included in this amount is \$1,067,000 for development of a new city cemetery; \$956,619 for the relocation of Fire Station #3; \$2,743,933 for renovations to the police station; and \$1,750,000 for improvements to current municipal facilities. In addition, \$611,750 is projected for projects are planned in the Northgate area.

It is proposed that \$5,814,342 will be spent on technology projects in FY07. This includes \$100,000 for MDT Radio System Replacement and \$453,172 for ATM network replacement. Funds in the amount of \$4,800,000 are proposed for the replacement of

the City's radios. Also included are funds for an EMS Reporting System, Police Scheduling System and Wireless Infrastructure improvements throughout the City.

### **Convention Center** **\$3,044,785**

\$3,000,000 is the proposed appropriation for the new Convention Center. These funds will be available for land acquisition, design and construction of this project.

### **Business Park Projects** **\$35,804**

In FY07 it is estimated that \$1,250,947 will be spent projects within the Business Park. Included are funds for a business incubator and funds for the continued development of the Spring Creek Corporate Campus.

### **Utility Capital Projects**

The following is a brief summary of some of the utility capital projects scheduled for FY07. These capital projects are funded either through existing revenues from these funds or through the issuance of utility revenue bonds.

### **Electric Capital Projects** **\$10,537,765**

\$10,537,765 is the proposed expenditure amount for electric capital projects in FY07. As the electric capital projects are considered competitive matter, details of these projects cannot be outlined in this summary, but will be provided to City Council.

### **Water Capital Projects** **\$17,425,356**

In FY07, \$17,425,356 is the proposed appropriation for water capital projects. Proposed production projects include \$3,819,300 for the continued construction of a water transmission line along FM 2818 from Highway 21 South to Villa Maria Road. Also included are funds for the construction of two additional shallow wells that will allow our water production to meet projected peak demand capacity. Other significant production projects include the replacement of the chlorine disinfection system at the Dowling Road Pump Station and the completion on water plant security upgrades.

Significant distribution projects include a proposed \$534,000 for a reclaimed water irrigation project. Funds are also included for the construction of water lines in annexed areas along Raymond Stotzer West and for the Wellborn Road Widening project. Funds are projected in FY07 for the extension of an 18" water line along Rock Prairie Road. \$1,275,000 is proposed in FY07 for the purchase of land in recently annexed areas and \$1,297,000 is projected to be

spent over the next two fiscal years for the extension of water service into areas annexed in 2002.

Proposed rehabilitation projects include \$285,000 for general distribution system rehabilitation. Also proposed in FY07 are funds for the replacement of the Barron Road water line and meters in conjunction with the upgrade of Barron Road to a minor arterial. Additionally, \$2,282,485 is proposed in FY07 for Southside rehabilitation projects.

The Proposed FY07 Budget includes \$2,500,000 in current revenues that will be transferred from operations to fund water capital projects. Additionally, a debt issue of \$14,750,000 is proposed in FY07 for water capital projects.

#### **Wastewater Capital Projects \$9,441,625**

The FY07 Proposed Budget includes \$9,441,625 in appropriations for numerous wastewater capital projects. Collection projects include \$295,000 for oversize participation and planning. Funds are also proposed for the design of the Lick Creek Impact Fee Line and for the design of the Lick Creek Parallel Trunk Line. Funds have also been included for the construction of wastewater lines in annexed areas throughout the City.

Rehabilitation projects included in the FY07 Proposed Budget include \$235,000 for collection system rehabilitation projects. \$100,000 is proposed for the relocation of the wastewater lines along Barron Road in conjunction with the road's upgrade to a minor arterial. \$550,000 is proposed for repairs to the Carters Creek Wastewater Treatment Plant screw lift system. \$1,890,250 is proposed in FY07 for Southside sewer upgrades.

Treatment and disposal projects include a proposed \$750,000 in FY07 for odor control improvements at the Carters Creek Treatment Plant. Funds have been included for UV treatment improvements at the plant and for sludge processing and facility improvements. \$550,106 is proposed in FY07 for pavement repairs at the Carters Creek Wastewater Treatment Plant and \$163,000 is proposed for SCADA system improvements. Funds are also proposed for various infrastructure improvements at both the Carters Creek Wastewater Treatment Plant and the Lick Creek Treatment Plant.

A total of \$1,000,000 in current revenues from operations is proposed to be used to fund wastewater capital projects. Additionally, a debt issue of \$7,100,000 is projected in FY07 for wastewater capital projects.

#### **Drainage Capital Projects**

**\$1,947,334**

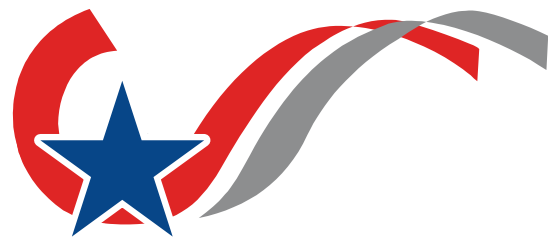
The proposed appropriation for Drainage capital projects is \$948,314. The Operations and Maintenance portion of the Drainage Fund is \$999,020, for total proposed FY07 Drainage Fund expenditures of \$1,947,334. The proposed FY07 drainage capital projects budget includes a projected \$3,290,834 for improvements to the City's drainage system. Significant projects include improvements to the Bee Creek main channel and erosion repair and stream restoration improvements to Bee Creek from Lancelot to Guadalupe. \$50,000 is proposed for engineering on the Bee Creek Tributary A Phases IV and V project. Funds are proposed in FY07 for Greenways projects and minor drainage improvements and are also proposed in FY07 for Southside drainage improvements. Additionally, \$78,500 is proposed for storm water mapping and the drainage master plan. In addition, an SLA for \$7,200 is proposed for a mosquito abatement program.

#### **Additional O&M Costs**

With the addition of new facilities and infrastructure, additional operations and maintenance costs may be incurred. In the case of infrastructure rehabilitation it is expected that O&M cost will decrease for those areas the project targeted. However, it is difficult to quantify the cost savings of rehabilitation since resources are used elsewhere and not removed from departmental budgets.

## **Conclusion**

The previous discussion provided an overview of the proposed FY07 budget and key changes from the FY06 budget. A full version of the Proposed Annual Budget is available for download at <http://www.cstx.gov>, at the Larry J. Ringer Library (1818 Harvey Mitchell Pkwy) or in the City Secretary's Office.



CITY OF COLLEGE STATION  
HEART OF THE RESEARCH VALLEY